2020 NIRSA **Indoor Outstanding Sports Facilities Award** Application

Application Deadline: **November 15, 2019**

Tip: This form is optimized for Adobe Acrobat Reader. *https://get.adobe.com/reader/*

Please review eligibility requirements at www.nirsa.org/osf before you prepare your application. We recommend that you review the Outstanding Sports Facilities Award Application and gather the necessary resources before beginning.

The most successful applications are completed with representation from both the institution and the architectural firm or representative. Information regarding the construction project details and the impact on recreational programs and services should be combined to provide a well thougth out, collaborative application.

Eligibility Requirements for Indoor Facilities: Facility opened between November 1, 2017 and October 31, 2019

Primary Contact Information

First Name _____ MI _____

Last Name _____

Job Title _____

Institution/Organization _____

Phone _____ Email _____

OSF Application Website Address _____

If selected for the OSF Award, would you be available to accept your award at the 2020 NIRSA Annual Conference April 18-21 in Phoenix, Arizona?

◯ Yes ◯ No

Note: Your availability to attend the NIRSA Annual Conference will not impact the selection decision.

Consent & Release

Outstanding Sports Facilities Awardees will be prominently displayed on the NIRSA website. Images and other materials submitted as part of this application may also be used for educational purposes, NIRSA member reference, as well as for other NIRSA promotions and communications.

By submitting this application form, you grant NIRSA the nonexclusive right to copy, use and distribute all photographs, images, and other materials (including names of individuals, institutions, and companies) provided as part of this application, in part or in their entirety, for the purposes outlined above. You waive the right to inspect or approve use of your application materials and acknowledge that you have permission to use all images and materials contained in your application.

Signature _____ Date _____

Please return this form to NIRSA today!

NIRSA Headquarters 4185 SW Research Way, Corvallis, OR 97333-1067
tel: 541-766-8211 fax: 541-766-8284 billing@nirsa.org www.nirsa.org

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Management Team

Please list key personnel who can speak about project/facility should questions arise regarding application (e.g. Director, Associate Director of Facilities, Facility Operations, Facility Manager)

First Name

Job Title

Phone

Email

First Name

Job Title

Phone

Email

Architectural Team

OSF Recipients will receive a complimentary award spire from NIRSA

Firm Name

Contact Name

Address

City

State

Zip

Phone

Email

Website

Architectural or Consulting Firm*

Firm Name

Contact Name

Address

City

State

Zip

Phone

Email

Website

*Architectural or Consulting Firms who contribute to an OSF Award winning project will be recognized on the NIRSA website and in other promotional materials; these firms also have the option to purchase an award spire. If your facility is selected as an OSF Award recipient, are you interested in purchasing an additional spire? ◯ Yes ◯ No

General Contractor**

Firm Name

Contact Name

Address

City

State

Zip

Phone

Email

Website

**General Contractors who contribute to an OSF Award winning project will be recognized on the NIRSA website and in other promotional materials; these firms also have the option to purchase an award plaque. If your facility is selected as an OSF Award recipient, are you interested in purchasing an additional plaque? ◯ Yes ◯ No

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Application Specifications

- Application form with payment information must be submitted online by November 15, 2019. All other materials must be placed on an applicant-established webpage.
- Submit the completed online application form. Do not send other materials including photos or executive summary via email.
- As part of the online application submission, each applicant must provide a URL where photos and other materials can be viewed. URLs must remain active through July of 2020.
- Online application materials must be available by November 15, 2019.
- Website must include clear links to each of the following:

1. Digital photographs
    - All images must be clearly labeled
    - Digital photographs must include, but are not limited to, one photo of each of the following:
        - Each activity space
        - Building exterior
        - Primary entrance
        - Ancillary spaces
        - Lounge(s)

2. Executive Summary

    Please include an Executive Summary detailing your project and why/how it is worthy of an Outstanding Sports Facilities Award. The summary should be limited to 1,000 words. To make the document as reader-friendly as possible, please format your Executive Summary to include headings for each criterion. Summary *must* address the following topic areas which are used to evaluate the application:

    - Correlation to the campus master plan and mission (**input from institution highly encouraged**)
    - Intended and actual impact to your recreation program (**input from institution highly encouraged**)
        - » It is acceptable and recommended to provide statistical data or matrix to explain or justify the impact
    - Relationship between facility design and staffing (**input from institution highly encouraged**)
    - Unique aesthetic or architectural design features
    - Facility functionality
    - Innovative construction materials or methods
    - Sustainable/Green features/Leed Rating
    - Use of technology and how it benefits the customer, staff, and/or budget (**input from institution highly encouraged**)
    - Floor Plans

- Website may include links to the following:
    - Blueprints
    - Architectural Drawings/Renderings
    - Marketing Brochures

Note: Websites should be considered a medium for storage of information. Application evaluation will be based on materials submitted, not creative components of the website itself.

Please be as thorough as possible with the application and submission process. Judges will only use the website you create and the information you submit on this application form to make their decisions.

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General Facility Information

Name of Facility

(this is how it will appear on award plaques and spires for winning facilities)

Total Gross Sq. Footage

Net Sq. Footage

Eligible Facility Users

(i.e. students, faculty, staf, paid members, alumni, retired staff/faculty, community)

Program Utilization (% of total)

Campus Recreation | Academics | Athletics | Other

What are the average total daily visits to this facility?

Type of Construction

	Date Opened		Original Construction	
	Month	Year	Month	Year
New Construction				
Complete Renovation				
Partial Renovation				
Expansion				

Construction Funding Information

Total Construction Cost (Excluding land and design fees)

Total Furnishings and Equipment Costs

	Funding Sources
Debt/Financing	
Gifts	
Capital	
Student Fees	
Student Referendum	
Grants	
Other	
Funding Total	

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Facility Spaces

	Sq. Ft.	Quantity	Additional Features and Information
Administrative Office			
Athletic Training Room			
Class Room			
Climbing Wall			
Cycling Room			
Equipment Issue			
Fitness Center Storage Room			
Food/Juice/Vending			
Jogging Track			
Locker Room - Family			
Locker Room - Men's			
Locker Room - Women's			
Lounge			
MAC Gym			
Massage Room			
Meeting Space			
Multi-Purpose			
Outdoor Rec Support			
Pool - Lap			
Pool - Leisure			
Pool - Spas			
Racquetball/Handball			
Recreation Gym			
Retail			
Satellite Fitness Space			
Sauna			
Squash Court			
Steam Room			
Storage Room			
Strength Training			
Tennis Courts			
Wellness Space			
Other Areas			

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Entry Fee & Payment Information

A non-refundable fee of $275 is required for each OSF application.

- To pay by credit card, please go to www.nirsa.org/osf-payment.
- If you wish to pay by credit card over the telephone, please call us at 541-766-8211.
- If your institution requires an invoice to pay by check, please email billing@nirsa.org after submitting your application.

Contact person regarding payment

Last Name

Job Title

Thank You!

Please email this file as an attachment to sarah.leskovec@nirsa.org

After submitting your entry, you will receive an email confirmation from the NIRSA Headquarters within 7 business days. If confimation is not received, please contact sarah.leskovec@nirsa.org

Please return this form to NIRSA today!

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